

**CITIZENS' INDEPENDENT TRANSPORTATION TRUST (CITT)**

**Executive Planning Committee**

**Wednesday, June 23, 2004**

**Stephen P. Clark Center**

**111 NW 1<sup>st</sup> Street**

**10<sup>th</sup> Floor Conference Room**

**1:00 PM**

**Summary of Minutes**

**MEMBERS PRESENT:**

Marc Buoniconti, Chairman  
Hon. Luis Morse

LtCol Antonio Colmenares  
Theodore Wilde

**COUNTY ATTORNEY:**

Bruce Libhaber

**OTHERS PRESENT:**

Irma San Roman, Interim Executive Director  
Mario Garcia, MDT  
Marlene Amaro, OCITT  
John Prats, OCITT  
Joanna Santiago, OCITT  
Virginia Diaz, OCITT

Patty David, OCITT  
Jack Furney, OCITT  
Barbara Bravo, OCITT  
Clinton Forbes, MDT  
Doug Greist, MDT

**ROLL CALL**

Mr. Marc Buoniconti, Chairman of the Executive Planning Committee, called the meeting to order at 1:10 p.m.

**APPROVAL OF MINUTES – MAY 18, 2004**

LtCol Antonio Colmenares moved to approve the minutes. The motion was seconded by Luis Morse and carried without dissent.

**COMMITTEE REPORTS:**

***Chairman's Report – Marc Buoniconti***

Mr. Buoniconti pledged to serve the CITT as Chair to the best of his ability and asked the members for their support. In addition, he expressed that he would be working towards establishing a good working relationship with the Board of County Commissioners. Mr. Buoniconti also discussed the following:

- RFP-427 for a Financial Advisor was approved by the Board of County Commissioners June 8, 2004
- Three nominations have been submitted to the Executive Director for CITT Vice-Chair
- The meeting with Dr. Barbara Carey-Shuler, BCC Chairperson and Commissioner Dennis Moss has been scheduled for Monday, July 19, 2004, at 11:00 a.m. The purpose of the meeting is to discuss Ordinance 02-117 and other issues that will improve communications between the BCC and CITT members. Mr. Buoniconti appointed LtCol Colmenares and Mr. Wilde to the Task Force.

A discussion followed on issues that need to be discussed at the July 19 meeting. Mr. Buoniconti asked Ms. San Roman, Interim Executive Director, to ask Dr. Barbara Carey-Shuler if she would agree to have subsequent meetings with the Task Force members on a monthly or quarterly basis. In addition, Mr. Buoniconti requested that the next EPC meeting scheduled for June 20 be rescheduled for July 16, in order to prepare the agenda for the joint meeting.

#### ***Executive Director's Report – Irma San Roman***

Ms. San Roman reported that the Nominating Committee has opened the CITT application process county-wide; although the only current CITT vacancy is for commission district 8. OCITT staff has done a mass mailing notifying over 400 community organizations. In addition, staff has sent certified letters, as requested by the Nominating Committee, to the 260 applicants on file, advising them that if they are still interested in being considered, they need to submit a new application. Applications will be received from June 9 to July 9, 2004. Ms. San Roman also spoke about the office space reconfiguration and stated that there may be a short delay due to office space modifications. Furthermore, she stated that some of the OCITT staff responsibilities have changed in order to comply with the Four-Day-Rule for submission of agenda packages. Ms. San Roman reminded the members who had not submitted their 2003 Financial Disclosure Forms to do so before the deadline of July 1, 2004. Lastly, she announced that an MDT Marketing Workshop is scheduled for July 1 at the Main Library downtown, from 6-8 pm and everyone is invited to participate.

Mr. Buoniconti mentioned that the process for selecting a permanent Executive Director has begun and that 13 applications were received. The Selection Committee will be meeting June 28 to narrow the applicants to five (5) finalists to interview. He stated that he would report back to the EPC next month.

#### **BUDGET & FINANCE COMMITTEE – THEODORE WILDE**

Mr. Wilde reported that the meeting was cancelled because there were no items for discussion.

#### **PROJECT REVIEW COMMITTEE – LTCOL ANTONIO COLMENARES**

LtCol Colmenares reported that on June 4 he conducted a site visit in Coral Gables and was very impressed with its transportation program. Mr. Buoniconti reported that he chaired the committee on behalf of LtCol Colmenares who could not attend the meeting. He stated that the committee reviewed the seven Public Works contracts and forwarded them with a favorable recommendation.

Ms. San Roman stated that the seven PWD contracts were approved by the BCC Transportation Committee on June 17; however, they were deferred by Commissioner Seijas at the Board of County Commissioners' (BCC) meeting June 22, until the next Board of County Commissioners meeting in July 13. Therefore, those items have been removed from the June 30 agenda. Mr. Buoniconti questioned why the contracts were reviewed by the CITT committees if they had not been approved by the BCC. Mr. Bruce Libhaber clarified that current contract approval process for the CITT was established in order to reduce time for the contracts to have final approval.

#### **EXTERNAL AFFAIRS COMMITTEE – HON. LUIS MORSE**

Mr. Morse reported that the committee did not meet in June. However, the committee has asked for a legal opinion regarding the following two issues:

- Municipal Use of Surtax Funds
- Transit Surtax Funds for Commuter Rail Services

In addition, he stated that staff is preparing the municipal transit plans for each member, according to his or her respective district and will be included in the agenda package.

## **OLD BUSINESS**

### ***Status Report – RFP Financial Advisor***

Mr. Buoniconti asked Jack Furney, Division Director OCITT, to report on the status of the RFP for the Financial Advisor. Mr. Furney informed the committee that it has been difficult for staff to schedule a meeting with the CITT Selection Committee. LtCol Colmenares added that the Selection Committee has completed its task of reviewing the RFP. Mr. Buoniconti then moved to dissolve the committee. Mr. Furney stated that the deadline for submission of the proposals is July 9 and he would report back to the EPC on July 16.

### ***Inspector General's Final Report – CITT Chairperson***

Mr. Buoniconti stated that the report has been provided as an “information item” at the request of Mr. Wilde.

### ***Nominations for Vice-Chair***

Mr. Buoniconti stated that ballots will be given to the members at the beginning of the June 30 meeting and he would then announce the Vice-Chair toward the end of the meeting during the “Action Items.”

Members raised a concern regarding the selection process for the CITT members and agreed that it would be an item for discussion at the July 19 meeting with the commissioners.

## **NEW BUSINESS**

### ***By-Laws Amendment***

Mr. Buoniconti noted that Mr. Wilde’s proposed amendments were included in the agenda package. Mr. Wilde moved that the EPC request that the By-Laws Committee conduct its first year review of the by-laws. The motion was seconded by LtCol Colmenares and carried without dissent.

### ***Municipal Transit Tax Rollover***

Mr. Libhaber provided the members with an explanation of the Miami-Dade County Code – Section 29.124(f) that relates to the municipal tax rollover. Mr. Morse requested Mr. Libhaber to provide the members with a formal written legal opinion which will be forwarded to all the municipalities. Ms. Virginia Diaz, Division Director, OCITT, further explained that there are seven (7) municipalities that are in jeopardy of losing its share of the money. Ms. San Roman stated that she met with the Assistant County Attorney and it was agreed to provide the municipalities with a grace period beginning June 1, 2005, based upon the municipality’s fiscal year ending in October. Mr. Buoniconti asked Ms. Diaz to report back to the EPC next month on municipal budget deadlines and the grace period. Mr. Libhaber also provided the members a brief explanation

regarding the use of transit surtax funds for commuter rail services. He noted that Ordinance No. 02-116 stipulates that transit surtax funds cannot be utilized for the expansion of the Tri-Rail. However, Mr. Libhaber noted that the Ordinance could be amended. Mr. Morse requested staff to notify the South Florida Transportation Authority (SFRTA), the federal government authorities, and the Florida Congressional Delegation once a formal legal opinion is received. Mr. Buoniconti added that the BCC and Dr. Bonzon should also be notified and advised that it is the intention of the CITT to inform the SFRTA that transit surtax funds cannot be utilized. Mr. Buoniconti requested that both legal issues be added to the agenda for the July 19 meeting.

#### ***CITT AGENDA***

Members reviewed and approved the June 30, 2004, agenda.

#### **ADJOURNMENT**

The Executive Planning Committee meeting adjourned at 3:00 p.m.

**\*\*\*MINUTES ARE IN SUMMARY FORM\*\*\***

**FOR VERBATIM TRANSCRIPTIONS OF THIS MEETING PLEASE REQUEST  
COPIES OF THE TAPE FROM THE MIAMI-DADE OCITT OFFICE AT 305-375-3481.**